

"Those who bring  
sunshine to the lives of  
others cannot keep it  
from themselves."

-James Barrie

Donald T. DiFrancesco  
*Acting Governor*

Jane M. Kenny  
*Commissioner*

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## VIEWPOINT NLI

by Commissioner Jane M. Kenny

Do you want to make a difference?

That's the question asked on the front of the brochure describing the Neighborhood Leadership Initiative (NLI).

DCA has been a proud sponsor of the NLI since the program's inception 10 years ago. We support it because it works. It has nurtured grassroots leaders with vision who are making a real difference in the lives of people and in the health of communities.

The participants come to the program with a commitment to helping their neighborhoods. They leave with new skills, a doable plan and some financial assistance to meet those challenges.

I've been involved with the NLI from the start. As a supporter in both the public and private sectors, I've watched the program grow over the years. Earlier this month, a new NLI class completed its training and is actively working to helping communities.

At that ceremony, **Jacques Lebel** of the Division of Housing and Community Resources was recognized for his contributions to the program.

We know that the best ideas for improving a neighborhood come from the community and its residents.

Programs like the Urban Coordinating Council rely on plans generated by the neighborhood. We're there to assist community leaders in fulfilling those plans. And we've had great success. In the UCC

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Big Impact

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# Community Matters

A Newsletter for the Employees of the Department of Community Affairs



## Trash Talk

### *Panel Offers Clean Up Proposals*

An employee committee formed this spring to consider ways of keeping the DCA building cleaner has prepared a list of recommendations for the Director of Internal Services that cover everything from cigarette butts to lunch trash.

The committee was comprised of representatives from each division.

The following is a list of the panel's recommendations, which are being considered for implementation:

- ✍ More specific written policy and procedures for record retention and disposal of records is to be prepared and included in the department's Administrative Procedures Manual.
- ✍ Making it the responsibility of the employee(s) using public areas for parties, luncheon meetings or other events to make arrangements for disposal of all trash on the same day. Those arrangements can be made in advance.
- ✍ Removal of all trash and recycling cans from hallways and relocate to designated areas.
- ✍ Promote the use of outside ashtray containers in the designated area on Lafayette Street (from side front steps to the rear of the building) by using signs, newsletter articles and broadcasts. Banning of smoking on state property will occur if cigarette litter continues to be noticeable.
- ✍ Prepare written policy and procedures for recycling to be included in the DCA Administrative Procedures Manual.
- ✍ Locate a central collection and distribution point for the reuse of materials and supplies as an alternative to recycling or disposal.



## Building Our Future Day

**By Marilisa C. Navarro**

Do your kids know what you do when you come to the office every day? Well, now they have an opportunity to find out!

On August 2, 2001, DCA has scheduled its second Building Our Future Day. It will be a day filled with structured group activities for children of DCA employees to join forces with their parents or guardians to learn more about their roles in the workplace.

The day is open to males and females between the ages of 7 and 15 who would like to learn more about career options, the connection between education and the workplace, and where it is that you fit into all of that.

The children will be divided into groups and be chaperoned throughout the day by someone from DCA's Office of Human Resources. Representatives from each department have prepared activities that will take place throughout the day in conference and training rooms. For example, the Center for Hispanic Policy, Research and Development has prepared a presentation depicting the

Latino culture, while the Division of Fire Safety will be teaching the children about fire safety procedures.

In the afternoon, Commissioner Kenny will welcome the children to DCA. Secretary of State DeForest Soaries will speak on the V-Free (Violence Free) Program so that the children will know how to deal with violence in their schools. Later in the afternoon, the students will have an opportunity to spend several hours with their parents.

The children will receive a packet of information about the DCA as well as pens, T-shirts, baseball caps, and key chains.

A light breakfast will be provided at 9 a.m. Pizza will be provided for lunch after the morning programs have concluded.

Are you and your child interested? If so, applications can be picked up in Human Resources, said coordinator **Glenda Simmons**. Space is limited to the first 60 responses so submit an application to Human Resources as soon as possible!